

## **JOB POSTING CITY OF MELISSA**

### **Fire Department Full-Time Captain**

Open Date: 20 March 2017, 1200

Closing Date: 07 April 2017, 1600

**Job Summary:** Under general direction of the Assistant Chief, this position is responsible for staffing apparatus and responding to emergency incidents. The purpose of this position is to serve as a mid-level supervisor in the Operations Division. This is a shift-based position and responsible for leading a crew while on incident scenes, public relations events, and at the station. Other duties assigned include, but not limited to, some administrative support functions, as needed.

#### **Minimum Qualifications**

*Any combination of education and experience that would likely provide the required knowledge and abilities are qualifying. A typical way to obtain the knowledge and abilities would be:*

- Education and Experience
  - High School Diploma or GED
  - At least five years of broad and extensive experience in all major phases of professional firefighting and emergency medical response including at least two years of Driver/Operator experience.

*(Maybe waived in-lieu of a combination of experience, specialized training, and certifications at the discretion of the Fire Chief).*

- License or Certificate
  - Texas Commission on Fire Protection Intermediate Firefighter Certification  
*(Advanced preferred)*
  - Texas Commission on Fire Protection Driver Operator Certification
  - Texas Commission on Fire Protection Fire Officer I Certification
  - Texas Commission on Fire Protection Fire Instructor I
  - Texas Department State Health Services Emergency Medical Technical-Paramedic.
  - NIMS 100, 200, 700, 701, 702, 703, 704, and 800 proof of training
  - NIMS 300 and 400 within six months of hire date

*(Maybe waived in-lieu of a combination of experience, specialized training, and certifications at the discretion of the Fire Chief).*

- Class B Exempt Driver's License.
- Ability to affectively interact with all levels of co-workers, management staff, citizens and the public
- Ability to pass a pre-employment drug screening and criminal background check

**\*For additional qualifications please see detailed job description.**

Hours: Varied Shift

Position: Non-exempt

Application and a detailed job description are available online at [www.cityofmelissa.com](http://www.cityofmelissa.com).

**APPLICATIONS SUBMITTED WITHOUT A COVER LETTER AND RESUME WILL BE CONSIDERED INCOMPLETE AND INCOMPLETE APPLICATIONS WILL BE DEEMED NON-RESPONSIVE. THIS POSITION IS OPEN UNTIL FILLED.**

**THE CITY OF MELISSA IS AN EQUAL OPPORTUNITY EMPLOYER**